

**From:** [David Shapiro](#)  
**To:** [chris@dwan.org](mailto:chris@dwan.org)  
**Cc:** [Francis Wright](#); [Susan Tkaczuk](#); [David Fallon](#); [Dorothy Cassesso](#); [Phyllis Shea](#)  
**Subject:** public records request dated June 9, 2020  
**Date:** Tuesday, June 23, 2020 1:16:38 PM  
**Attachments:** [Copy of Employee Work Days - FY18 - January to June.xls](#)  
[Copy of Employee Work Days - FY18 - July to December.xls](#)  
[Copy of Employee Work Days - FY19 - January to June.xls](#)  
[Copy of Employee Work Days - FY19 - July to December.xls](#)  
[Copy of Employee Work Days - FY20 - January to June.xls](#)  
[Copy of Employee Work Days - FY20 - July to December.xls](#)

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Dear Mr. Dwan:

This letter acknowledges receipt of your public records request dated June 9, 2020. I have worked with staff since your request came in with the intention of responding today.

On behalf of the Records Access Officer and Record Custodian(s), copies of many of the requested documents are attached in this document and the following email.

There are additional documents identified which are responsive to your request as follows: excel spreadsheet with totals by calendar year and/or 300+ canned reports (by calendar fiscal year).

Due to the magnitude and resources required to provide those documents, the City will provide you with a supplemental response and provide you with those records within 25 business days from the date of the receipt of your request in accordance with applicable public records law requirements.

Contact information for the Records Access Officer is: Francis X. Wright, Jr., City Solicitor  
City Hall, 93 Highland Ave., Somerville, MA 02143, Phone: (617) 625-6600 x4400  
Email: [publicrecords@somervillema.gov](mailto:publicrecords@somervillema.gov). You have the right to seek an administrative appeal to the Supervisor of Public Records under 950 CMR 32.08(1) and the right to seek judicial review by commencing a civil action in the superior court.

Please contact me with any questions regarding this response.

Sincerely,

David Shapiro  
Assistant City Solicitor  
City of Somerville  
93 Highland Avenue  
Somerville, MA 02143  
(617) 625-6600, ext. 4409